

27 January 1978

STATINTL  
MEMORANDUM FOR THE RECORD

FROM: [REDACTED]  
NFAC Representative to Records Review Branch, ISAS

STATINTL SUBJECT: Agreement with [REDACTED] re Notification of  
Change in Classification

STATINTL I discussed with [REDACTED] the problem of removing green cover sheets  
from downgraded Top Secret documents and a method of informing AARC when  
RRB changes the classification of a document. The discussion moved to  
Compartmented and RD material also, and we agreed on the following:

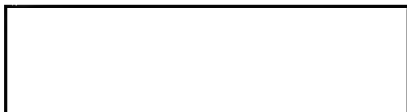
STATINTL 1. When AARC sends Top Secret, Compartmented, or RD material to RRB,  
a list of such material contained in the box will accompany it, if one <sup>was</sup>  
exists. [REDACTED] said that the requirement for such a listing is often  
ignored by those depositing materials with them. Such a listing is in  
addition to a shelf list, and it is a separate piece of paper.

2. When RRB returns the records to AARC, the listing of Top Secret,  
Compartmented, or RD material will also accompany the records, with the  
listing annotated to indicate any changes in classification. Only the  
words Confidential or Declassified, as the case may be, is necessary.

3. If a separate listing of Top Secret, Compartmented, or RD materials  
is not received with the material, then RRB may assume that such a listing  
does not exist and thus there is no need to inform AARC of any changes in  
classification. STATINTL



STATINTL CONCUR:



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Date